



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

October 1, 2003

Andrew Grossman, Treasurer
Democratic Senatorial Campaign Committee
120 Maryland Avenue, NE
Washington, DC 20002

Response Due Date:
October 31, 2003

Identification Number: C00042366

Reference: May Monthly Report (4/1/03-4/30/03)

Dear Mr. Grossman:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B of your report to clarify the following description(s): "Fees" and "Equipment". For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Please amend your report by providing the complete address for each disbursement itemized on Schedule B supporting Line(s) 21(b).

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.